



South Park Cemetery Board Agenda
Tuesday, August 16, 2016 at 4:00 p.m.
Conference Room at South Park Cemetery

Board President: Jack Ferguson
Board Vice President: Jim Bloodhart
Board Secretary: Karen Roldan
Board Members: Jake Trujillo, Tommy Weathers

A. Call to Order

B. Roll Call

C. Approval of the Agenda

D. Approval of the minutes

1. Consider approval of the June 21, 2016 minutes.

E. Action

2. Helicopter for General Douglas McBride Veteran's Cemetery

F. Non-Action Items

3. Sexton's Report- Ruben Esquivel
4. Bookkeeper's Report- Daisy Diaz
5. Update on South Park and General Douglas McBride Cemeteries- Ruben Esquivel

G. Other Business

H. Public Comments

I. Adjourn

Next Meeting September 20, 2016

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 15-56.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents including the agenda and minutes can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted: 8/11/2016



**Minutes of the Cemetery Board Meeting
Tuesday, June 21, 2016**

REGULAR MEETING 4:00 P.M

Committee Member Present: Jack Ferguson, President
Karen Roldan, Secretary
Jake Trujillo, Member
Tommy Weathers, Member

Committee Members Absent: Jim Bloodhart, Vice-President

Staff Present: Tim Williams, Parks and Recreation Director
Ruben Esquivel, Cemetery Supervisor
Daisy Diaz, Cemetery Administrative Assistant
Louis Najar, City Engineer
Kevin Dillon, Project Manager

Others Present: Gabriel Casaus, LaGrone Funeral Home
Juan Oropesa, Councilor

The meeting was called to order at 4:05 p.m. by President, Jack Ferguson. Committee members Weathers, Trujillo, and Roldan were present.

Mr. Trujillo moved to approve the agenda as presented. Mr. Weathers was the second. A voice vote was unanimous and the motion carried.

Mr. Trujillo moved to approve the May 17, 2016 meeting, Mr. Weathers was the second. A voice vote was unanimous and the motion carried.

Action Items: None

Non-Action Items:

2. Sexton's Report: Cemetery Supervisor, Ruben Esquivel, reported a total of 39 services for the month of May including 2 disinterments at South Park Cemetery. A total 24 casket burials, and 7 cremations for South Park Cemetery, and 4 casket burials, and 2 cremations for General Douglas McBride Veteran's Cemetery. As of June 21, 2016 there had been 25 internments.

3. Performance Measures/Bookkeepers: Cemetery Administrative Assistant, Daisy Diaz, reported that for the month of May there had been 2 new contracts, 3 pay offs, 2 lot sales and 1 transfer. As of June

21, 2016 there had been 3 new contracts, 1 pay off and 1 lot sale. A handout was also given out by Mrs. Diaz showing burial numbers from January 2016 to current date (June 21, 2016).

4. Update on Capital Improvements: Kevin Dillon, Projects Manager, and Louis Najar, City Engineer proceeded to talk about the \$28,000.00 set aside to replace/repair the storage roof by the shop area in the cemetery. They also commented on the \$50,000.00 already in place for the road repair within the cemetery, and talked about working on obtaining another \$150,000.00. They are also working on brainstorming a way to work with the funds available for all repairs/replacements, and figure out what works best maintenance wise.

Other Business: None

Public Comments: None

Adjourn:

The meeting was adjourned at 4:40 p.m.

Next Meeting Date:

Next meeting to be held August 16, 2016 at 4:00 p.m.